

BRA/EDIC EMPLOYMENT OPPORTUNITY**PLEASE POST!!****TITLE:** MAINTENANCE MECHANIC I/II**JOB VACANCY POSTING NO.** 10-04**EMPLOYMENT STATUS:** EDIC Union Employee
(Under Collective Bargaining Agreement w/ IUMSWA, Lodge S-25, IAMAW, AFL-CIO)**POSTING DATE:** 3/25/04**EXTERNAL DATE:** 4/7/04**POSITION FILLED:****DATE:****NAME:****DEPT/DIV:** ECD/OPERATIONS

SUMMARY: Under the supervision of the Deputy Director/Director of Operations, General Superintendent or assigned supervisor, duties include but not limited to general maintenance, repair and operation of facilities and equipment including pagers, motors, routine building repairs, maintenance of building equipment, painting, and troubleshooting of various types of gasoline and diesel machines.

Maintain, repair and operate facilities for the use of tenants or general public, including loading docks and common areas, elevators, public restrooms, etc. Maintain, repair and operate equipment, fixtures, or vehicles as assigned.

Perform custodial responsibilities as assigned including sweeping, trash removal, maintenance or repair of common space, operation of freight and other elevators.

As assigned, open up and/or secure building at beginning or end of shift, including operation of heating, a/c and electrical systems, operation or lock off of freight elevators, securing of equipment and supplies, etc.

May be required to carry and respond to a pager, radio or other means of communication as determined by supervisor and/or manager.

Perform landscaping tasks and repair of landscaping equipment as assigned. As assigned, remove snow and ice from exterior walkways and stairs.

Responsible for ensuring safe operation and upkeep of issued equipment. Responsible for following all safety guidelines with regard to assigned work.

During skeleton crew or weekend or evening overtime, as assigned, building requirements may require employee to stay in the building during the entire shift.

Perform other related duties as assigned.

QUALIFICATIONS: Requires a High School education or equivalent, ability to take direction, and work independently with minimal supervision as well as work effectively with the public. Specific experience in maintenance, repair and operation of facilities and equipment, including painting and routine building repairs required. Demonstrated aptitude in repair of pumps, motors, gasoline and diesel machines, and other site equipment necessary. Specialized training or licenses preferred. Massachusetts' driver's license required.

Note: With the completion of at least five years of work experience and at least three years direct experience in maintenance, repair and operations of facilities and equipment such as pumps, motors, and diesel and gasoline machines, may be eligible for promotion to Maintenance Mechanic I.

Working Hours

37 1/2 hours per week Monday through Friday; 7:00 a.m. - 3:00 p.m., or as assigned. May be required to work occasional overtime and/or to rotate shifts.

Wage Rate

\$17.11 per hour - Maintenance Mechanic II, \$18.29 per hour - Maintenance Mechanic I. Under Collective Bargaining Agreement with Lodge S-25, Industrial Union of Marine and Shipbuilding Workers of America, IAMAW, AFL-CIO. (Current contract expires 2/28/04)

To apply: Submit application/resume to Human Resources, BRA, 43 Hawkins Street, Boston MA 02114.

E-Mail: hr.bra@ci.Boston.MA.US Fax: 617-918-5458

An Affirmative Action/Equal Opportunity Employer

Auxiliary aids and services are available upon request to individuals with disabilities.

APPLICANTS MUST BE RESIDENTS OF BOSTON ON DATE OF HIRE.